



Montgomery County Department of Permitting Services
255 Rockville Pike, 2nd Floor, Rockville, MD 20850
240-777-6300 Fax: 240-777-6262
<http://permittingervices.montgomerycountymd.gov>



NOTICE OF REQUIRED RESIDENTIAL BUILDING INSPECTIONS

You are being provided with this Notice so that you will understand which BUILDING INSPECTION(S) must be performed as a condition of a permit issuance. You must arrange for the inspection(s) according to the procedures specified below. Please call 240-777-6210 between the hours of 7:30 a.m. – 4:00 p.m. Monday to Friday, if you have any questions about the required inspection(s). If you have job specific questions during construction please call the inspector assigned to the area in which the project is located.

Inspections shall be requested at least 24 hours prior to the date the inspection is needed. To schedule an inspection, call 240-777-6210. Inspection requests must include the street address, permit number, and the type of inspection needed. Inspection requests made before 12 noon will be scheduled for the next working day, requests made after 12:00 noon will be scheduled within two working days. A specific time for an inspection cannot be given at the time that the inspection is scheduled.

The permit must be posted in front of the site or house and be visible from the main road or entrance. If house numbers are not shown on the house or structure, the address must be posted in the same area as the permit and must be displayed in large four-inch letters on a temporary card or the window. FOR ALL INSPECTIONS, A SET OF APPROVED PLANS STAMPED BY MONTGOMERY COUNTY MUST BE ON THE JOB SITE FOR INSPECTOR'S REVIEW.

BEFORE YOU DIG call MISS UTILITY 1-800-257-7777 (2 day notice is required). Please note that the Maryland High Voltage Line Act prohibits any person or object from getting closer than 10 feet from high voltage power lines.

The following INSPECTIONS are required for your building permit number _____

- ☐ 555 SIGN – The sign must be posted on the property within 3 days after the permit issuance date and must remain posted on the property for 30 days. The sign must be located on the side of the lot/parcel, which provides principal access to the street or right-of-the-way. It must be conspicuously posted not more than 5 feet from the front property line and mounted at least 30 inches, but not more than 60 inches, above the ground. NO BUILDING INSPECTION WILL BE PERFORMED PRIOR TO THE APPROVAL OF THIS INSPECTION.
- ☐ 001⁽¹⁾ FOOTINGS – Conducted prior to concrete placement and after excavation for wall footings, retaining wall footing (sometimes), column/pier footings, or thickened slabs have been completed; after grade stakes, reinforcing steel, concrete-encased electrode (for new homes) are in place; and after sediment control measures are installed according to the approved sediment control plans.
- ☐ 402 REBAR, DEADMAN, GEOGRID PLACEMENT – Conducted prior to pouring/backfilling retaining walls.
- ☐ 002⁽¹⁾ FOUNDATION/PARGING OR BACKFILL – Conducted after walls have been waterproofed and exterior foundation drainage system has been installed. If interior drain tiles are to be used, weep holes (2 in. minimum diameter, 6 feet on center) must be installed. A second inspection may be required prior to backfilling the interior drainage system.
- ☐ 011⁽¹⁾ CONCRETE SLAB-ON-GROUND FLOOR – After the installation of the slab base, vapor retarder, slab edge insulation, and a minimum 3 in. schedule 40 PVC, or equivalent gas tight pipe inserted into a 3 in. tee embedded into the slab base for the venting of RADON GAS and labeled adequately. Where the sump crock is to be used for the venting of RADON GAS, it must be in place at the time of the inspection. Additions to an existing building that has the final inspection older than a year does not require a radon control system.

- 003⁽²⁾ Wall Check (House Location Survey) – Required at foundation completion prior to framing installation. This inspection is not performed by a county inspector. A wall check will not be accepted unless the permit number and premise address identify it.
- 006 MASONRY FIREPLACE/CHIMNEY – Conducted after the chimney/fireplace and the first flue liner has been installed.
- 004 FRAMING (CLOSE-IN) – Conducted after the completion of all framing, rough wiring, fire sprinkler system installation and testing⁽⁴⁾, plumbing and mechanical distribution systems, if required, but prior to installing insulation and drywall. When plumbing work is part of the construction, a Washington Suburban Sanitary Commission (WSSC) plumbing inspection must be approved before requesting a framing inspection. WHEN FLOOR FRAMING IS LESS THAN 36 IN. ABOVE THE SURFACE BELOW, A FRAMING INSPECTION MUST BE REQUESTED PRIOR TO INSTALLATION OF ANY FLOOR MATERIALS.
- 012 SWIMMING POOL BONDING – Conducted when the pool has been formed with the rebar installed and bonded prior to placement of concrete or backfill. During construction pool excavations must be completely enclosed by a 42 in. high safety fence AT ALL TIMES when work is not being performed in the pool.
- 251 FINAL – Conducted after building (or portion thereof) is completed and ready for occupancy. Before requesting the final inspection, the fire sprinkler system must be approved⁽⁵⁾, all conditions of well and septic permits, if any, must be satisfied and WSSC approved final inspection for plumbing/gas installations must be obtained. The address numbers must be displayed in accordance with the requirements of the fire code. If an owner refuses access within a reasonable time after the house is completed, the building official may close the permit file, but this action will not relieve the owner from any obligation to comply with applicable building codes. For new construction, to allow the purchaser to go to settlement before the final inspection is completed, the home owner must provide a signed copy of the Final Inspection Waiver to the Department of Permitting Services. However, the final inspection must be requested and approved before building (or portion thereof) is used and occupied.

REINSPECTION FEE –A re-inspection fee will be required after a building or electrical (\$110.00) or mechanical (\$38.50) inspection has been disapproved twice. A 50% of fire sprinkler inspection fee will be required after a fire sprinkler system inspection has been disapproved once. To alert you of the reinspection fee the inspector will leave a disapproval sticker indicating a fee is due and outlining the payment procedure. This fee must be paid prior to requesting any future inspections. Inspections which cannot be performed because the inspector cannot gain access to the construction, or where work is incomplete, will be considered disapproved, counting toward the two allowed disapprovals. To avoid reinspection fees, footing, parging and slab inspections not ready due to weather conditions, may be cancelled by phone or upon the inspector's arrival up to 8:30 a.m. on the scheduled day. All other inspections must be cancelled prior to inspector's arrival on the job site. To cancel an inspection call 240-777-6210 and provide the permit number, address and type of inspection.

FRAMING (CLOSE-IN) and FINAL building inspections must be requested at the same time with electrical and mechanical inspections under the relevant Electrical and Mechanical Permits, if any of these permits is required. If all inspections are not properly requested, the inspector will disapprove the scheduled inspections.

For more information on scheduling inspections, please visit

[http://permittingervices.montgomerycountymd.gov/permitting/bc/TimingOfInspections\(Residential\).pdf](http://permittingervices.montgomerycountymd.gov/permitting/bc/TimingOfInspections(Residential).pdf)

- ⁽¹⁾ A licensed design professional enrolled in the Montgomery County Inspectors Certification Program may carry out the inspection
- ⁽²⁾ Owner must have a house location survey prepared and certified by a Maryland Registered Land Surveyor or a Registered Professional Engineer (where the property lines and corners are already existing and determined on the ground) and must furnish a copy to the Land Use Compliance Section (LUC) for approval before any further inspections may be scheduled. For questions about wall checks please call LUC at 240-777-6240.
- ⁽³⁾ For construction of new single-family dwellings and townhouses only.
- ⁽⁴⁾ Inspections must be arranged through the Department of Fire and Rescue Services, 240-777-2457, between 8:00 a.m. and 4:00 p.m., Monday-Friday. A hydro test must be approved prior to scheduling the framing (close-in) inspection.
- ⁽⁵⁾ The final sprinkler inspection must be approved prior to scheduling the final building inspection.